



**Wednesday, February 7, 2018**  
**Minutes of the Regular Meeting of the City Council**

**CALL TO ORDER**

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Schneider on Wednesday, February 7, 2018, at 7:30 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present:** Councilmembers Cacciotti, Joe, and Mahmud; Mayor Pro Tem Khubesrian; and Mayor Schneider.

**Absent:** None.

**City Staff**

**Present:** Stephanie DeWolfe, City Manager; Teresa L. Highsmith, City Attorney; Evelyn G. Zneimer, City Clerk; and Desiree Jimenez, Acting Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**INVOCATION**

Councilmember Joe gave the invocation.

**PLEDGE OF ALLEGIANCE**

Councilmember Joe led the Pledge of Allegiance.

**CLOSED SESSION ANNOUNCEMENTS**

**1. Closed Session Announcements**

The Regular Closed Session of the City Council of February 7, 2018, was called to order by Mayor Schneider at 6:30 p.m.

The meeting convened into Closed Session to discuss the following items as listed on the Closed Session Regular Meeting Agenda:

**A. Initiation of Litigation**

CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to Government Code Section 54956.9(d)(4):

Number of Cases: 1

**B. Existing Litigation**

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9(d)(1):

Name of Case: Timothy Patrick Green v. City of South Pasadena et al., Los Angeles County Superior Court Case No. BC572438

City Attorney Highsmith reported that the City Council received briefings and provided direction to staff regarding the agendaized Closed Session Items, but did not take any reportable action.

**PRESENTATIONS**

**2. Presentation of a Proclamation declaring February 9, 2018, as “Nelbert Chouinard Day” in the City of South Pasadena**

Mayor Schneider presented a Proclamation to Nancy Armitage, of the Nelbert Chouinard Foundation, declaring February 9, 2018, as “Nelbert Chouinard Day” in the City of South Pasadena (City).

**3. Presentation on the Update of the South Pasadena Public Library Children’s Room Entry Mosaic**

Assistant Library Director Billings displayed slides depicting the South Pasadena Public Library Children’s Room Entry Mosaic and invited the community to attend the ribbon cutting ceremony on February 9, 2018.

**COMMUNICATIONS**

**4. Councilmembers Communications**

Mayor Pro Tem Khubesrian encouraged residents to attend community meetings regarding the development of pocket parks on Grevelia Street and Berkshire Avenue on February 10, 2018 and March 12, 2019; announced that comedian Don Friesen will perform a free show at the Library Community Room on February 8, 2018; advised that the City is currently seeking applicants for a vacancy on the Planning Commission; noted the success of the tower garden at the Senior Center.

Councilmember Mahmud announced that due to the change in billing cycles, Athens Services will provide for extended payment plans for residents, upon request.

Councilmember Joe requested that the City Council adjourn tonight's meeting in memory of Dorothy Cohen, seconded by Mayor Schneider; announced that Dorothy Cohen was a 55 year resident and former Mayor of South Pasadena, noting that she passed away on January 20, 2018.

Councilmember Cacciotti requested that the City Council agendaize consideration of allocating \$250 of his discretionary funds towards the purchase of bicycle lights to be distributed by BikeSGV as part of the Metro Bicycle Business Friendly District pilot program; requested that the Parks and Recreation Commission provide a recommendation related to a maintenance reserve account for the Arroyo Seco Racquet Ball Club, seconded by Mayor Pro Tem Khubesrian; displayed photos of recent community events and City projects.

Mayor Schneider reported on the recent Women in South Pasadena Political Action (WISPPA) meeting regarding community services offered by the City; announced that a Stop Senior Scams Performance will be offered at the Senior Center on February 9, 2018; noted that Assemblymember Chris Holden is seeking nominations for the Women of Distinction Award; pointed out that the South Pasadena Unified School District (SPUSD) will discuss head injuries in sports at its February 13, 2018 Meeting.

#### **5. City Manager Communications**

City Manager DeWolfe noted that City facilities will be closed on February 19, 2018, in observance of Presidents' Day; invited residents to learn about Form-Based Codes as part of the General Plan Update on February 13, 2018, in the Library Community Room.

Police Sergeant Bartle advised that in response to public inquiry, staff is researching other municipalities' ordinances in regards to creating a smoke-free zone in proximity of schools.

Mayor Pro Tem Khubesrian requested that staff research whether any municipalities prohibit smoking along specific walking routes or corridors taken by children to school.

Councilmember Cacciotti requested that staff research whether any municipalities address idling times at schools. City Manager DeWolfe advised that staff has begun discussing idling restrictions with SPUSD representatives, noting the need to evaluate potential impacts on pick-up/drop-off patterns.

#### **6. Reordering of and Additions to the Agenda**

None.

#### **PUBLIC COMMENTS**

Steve Stafford, South Pasadena resident, asserted that the Police Department should reopen the investigation regarding the death of his mother; advised that he filed a complaint against a Police Captain for yelling at him on November 15, 2017, after speaking at the City Council Meeting.

Mayor Schneider advised Mr. Stafford that he will refer the request to the City Manager and Police Department.

Mike Ten, South Pasadena resident, voiced concern regarding the adherence to the City's Flag Policy, noting that the flags along Fair Oaks Avenue and the large flag on Fair Oaks Avenue and Huntington Drive are damaged; urged the City Council to support street improvements for Alpha Street and Camino Del Sol; requested that the City repair damage caused by a car accident at the mini park at Camino Del Rey and Camino Verde; urged the City to abate weeds on City-owned open space.

Mayor Schneider requested that the City Manager refer Mr. Ten's concerns to the Public Works Department.

Bianca Richards, South Pasadena resident, voiced support for installing "T" markings to indicate parking spaces on Fairview Avenue and Oxley Street and the Library Park neighborhood.

Gisella Benitez, South Pasadena resident, noted that the Cities of Laguna Beach and Dana Point enacted ordinances to prohibit smoking city-wide; urged the City Council to adopt a city-wide prohibition on smoking in public areas.

Ed Donnelly, South Pasadena resident, urged residents to vote "Yes on Measure S," advising that the parcel tax provides critical funding for the School District.

## CONSENT CALENDAR

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to approve the Consent Calendar Item Nos. 7-10 and 12-15; with Item No. 11 pulled for separate discussion.

### 7. Minutes of the City Council Meetings of December 20, 2017 and January 17, 2018

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to approve the minutes of the December 20, 2017, and January 17, 2018 City Council Meetings, as amended.

### 8. Prepaid Warrants, General City Warrants, and Payroll

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 201504 through 201585 in the amount of \$244,312.13; General City Warrants Nos. 201586 through 201774 in the amount of \$622,264.66; Payroll dated January 26, 2018, in the amount of \$791,511.93.

**9. Discretionary Fund Requests from Mayor Pro Tem Khubesrian, Councilmember Cacciotti, and Councilmember Mahmud for the Purpose of the South Pasadena PTA Special Needs Conference**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to approve the Discretionary Fund requests by Mayor Pro Tem Khubesrian designating \$200, Councilmember Cacciotti designating \$250, and Councilmember Mahmud designating \$250 for the purpose of the South Pasadena PTA Special Needs Conference.

**10. Approval of the 2018 List of Co-sponsored Organizations and Events**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to approve the list of organizations and events proposed for City Co-sponsorship in 2018.

**11. Approval of a City Policy Regarding Requests for Accommodation Under the Americans with Disabilities Act**

This item was excluded from the Consent Calendar. Please refer to Page 16 of these minutes for a summary of that action.

**12. Adoption of a Resolution Authorizing the County of Los Angeles Agriculture Commissioner to Inspect and Abate Weeds, Brush and Native Vegetation Declared to be an Existing or Potential Fire Hazard, and Schedule a Public Hearing to be Held on February 21, 2018 to Hear Objections or Protests to the Vegetation Management Program**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to:

1. Adopt Resolution No. 7545 entitled "A Resolution of the City Council of the City of South Pasadena, California, declaring that weeds, brush, rubbish and refuse upon or in front of specified property in the City are a seasonal and recurrent public nuisance and declaring its intention to provide for the abatement thereof."
2. Schedule a Public Hearing to be held on February 21, 2018 to hear objections or protests to the vegetation management program.

**13. Award of Contract to American Asphalt South, Inc., for the Street Preventative Maintenance Project at Various Locations**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to:

1. Accept a bid dated December 19, 2017, from American Asphalt South, Inc., for the construction of the Street Preventative Maintenance Project at Various Locations.
2. Reject all other bids received.
3. Authorize the City Manager to enter into a contract for an amount not-to-exceed \$356,595.30.

**14. Award of Construction Contract to Toro Enterprises, Inc., for the Construction of the Monterey Road Street Improvement Project**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to:

1. Accept a bid dated January 8, 2018, from Toro Enterprises, Inc., for the construction of the Monterey Road Street Improvement Project.
2. Reject all other bids received.
3. Authorize the City Manager to enter into a contract for an amount not-to-exceed \$796,641 with Toro Enterprises, Inc.

**15. Acceptance of Project Completion and Authorization to File a Notice of Completion for Fiscal Year 2017-18 Community Development Block Grant Sidewalk Replacement and ADA Access Ramp Project and Authorization to Release Retention Payment to E.C. Construction Co.**

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to:

1. Accept the Fiscal Year 2017-18 Community Development Block Grant Sidewalk Replacement and ADA Access Ramp Project as complete and authorize to record a Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.
2. Authorize release of retention payment to E.C. Construction Co., in the amount of \$6,877.35.

**ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION****11. Approval of a City Policy Regarding Requests for Accommodation Under the Americans with Disabilities Act**

Councilmember Mahmud noted that the Reasonable Request Form and Grievance Form should be modified to include submission instructions and a uniform contact information; provided recommended policy verbiage modifications.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to approve the City of South Pasadena Policy regarding requests for accommodation under the Americans with Disabilities Act, with the following modifications:

- a. Section 1.B. of the policy shall read as follows, “Upon request, the City will provide reasonable and appropriate aids and services...”
- b. The Reasonable Request Form and Grievance Form be modified to include instructions for submittal of the form and uniform contact information, including an email address.

**ACTION/DISCUSSION****16. Approval of Application for a Public/ Private Partnership Grant funded by the South Coast Air Quality Management District**

Management Analyst Aceves presented the staff report and responded to City Council inquiries.

Mayor Schneider opened and closed the Public Comment period, there being no one desiring to speak on this item.

Mayor Schneider referred to the Planning Commission consideration of requiring all new multi-family developments to be electric-vehicle charging station ready.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0, to apply for \$50,000 grant for Electric Vehicle charging stations at the Civic Center and two pool vehicles through a public/private partnership grant funded by the South Coast Air Quality Management District.

**17. Approval of a Letter of Opposition to Senate Bill 827 (Wiener) as Introduced on January 3, 2018 Relating to Land Use**

Planning and Building Director Watkins narrated a PowerPoint presentation entitled “Approval of Letter Opposing SB 827” and responded to City Council inquiries.

Mayor Schneider opened and closed the Public Comment period, there being no one desiring to speak on this item.

Councilmember Joe requested that staff notify the City Council when the Metro Board and Southern California Association of Governments (SCAG) takes action on the subject Bill.

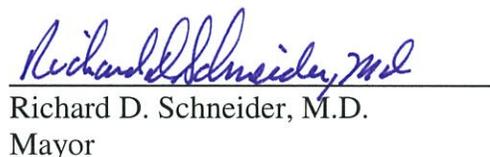
Councilmember Mahmud advised that she will carry a request for the San Gabriel Valley Council of Governments (SGVCOG) to take a position of opposition on the matter.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER JOE, BY CITY COUNCIL CONSENSUS, to approve a letter opposing Senate Bill 827 (Wiener) as introduced on January 3, 2018 relating to land use, including the cumulative radius map and explanation.

### ADJOURNMENT

Mayor Schneider adjourned the City Council Meeting at 8:52 p.m., in memory of Dorothy Cohen.

  
Evelyn G. Zneimer  
City Clerk

  
Richard D. Schneider, M.D.  
Mayor

Minutes approved by the South Pasadena City Council on March 7, 2018.